



MINUTES
COMMUNITY ACTION AGENCY BOARD MEETING
OVERTOWN TRANSIT VILLAGE NORTH
701 NW 1 COURT, 1ST FLOOR TRAINING ROOM
MIAMI, FLORIDA 33136
MONDAY, FEBRUARY 13, 2012
4:00 P.M.

Members Present

Dr. William Zubkoff
James Fayson
Lillie Williams
Dr. Joyce Price
Lisa M. Martinez
Marjorie York
Joyce Galbut
Irene Taylor-Wooten
Marie Birts
Elaine Adderly
Ilenia Sanchez-Bryson
Edward Dieguez
Dr. Santarvis Brown
Richard Brown-Morilla
Stephanie McIntosh
Diane Benitez
Kametra Driver
Levy Kelly
Paola Pierre
Tonya Ferguson
Alphonso McCray
Jannie Russell
Cristobalina Pinillo
Dr. Tonya Thomas
Larry Williams
Anita Youngkin
Guadalupe Maldonado
David Garcia
Alan Morley

Members Excused

Andrea Walker
Nick Alvarez
Rev. Wilfred McKenzie
Vice Mayor Dorothy Johnson
Reynold Martin
Delleperche Joseph
Beverly King

Members Absent

Miguel Perez
Martha Miller
Audrey Doyle-Braxton
Madelin D'Arce
Israel Andrews
Com. District 3 (vacancy)
Com. District 10 (vacancy)
Com. District 12 (vacancy)
Com. District 13 (vacancy)

This represents a quorum.

CALL TO ORDER

Chairperson Dr. William Zubkoff welcomed everyone, and called the meeting to order at approximately 4:15 p.m. Upon Dr. Zubkoff's request, Dr. Santarvis Brown gave the inspirational message. Dr. Joyce Price led Board members in the recitation of the Mission Statement. Introductions followed and the floor was then opened for business.

I. CHAIRPERSON'S REPORT:

Approval of Minutes

Chairperson Zubkoff requested a motion to approve the minutes of the CAA Board meeting held on Monday, January 9, 2012. **Dr. Joyce Price moved and Marie Birts seconded the motion to approve the minutes of the CAA Board meeting held on Monday, January 9, 2012.** Chairperson Zubkoff asked if there were any comments or questions. Richard Brown-Morilla recommended the following edits to the minutes:

- Page 2, under the Finance Committee report, change the sentence from, "The Committee also ratified the CAA Board's action on the following" to read "The Committee also recommended the CAA Board's action on the following."
- Page 3, under the Head Start report, change sentence from "She stated that some of the parents were unhappy because the information that was presented to those who participated on the taskforce had not been provided to all of the Policy Council members" to read, "She stated that some of the parents were unhappy because the information that was presented to the three members who participated on the taskforce had not been provided to the rest of the Policy Council members." Also, change the sentence from, "However, Policy Council members were provided with copies of the taskforce recommendations by staff" to read, "However, Policy Council members were provided with copies of the taskforce recommendations by staff during their meeting."
- Page 4, under the Head Start report, change sentence from, "The Board again entered into a lengthy discussion about the actions taken by the BCC regarding the Policy Council composition, impasse procedures, delegate agency representation, and the Policy Council elections" to read, "The Board again entered into a lengthy discussion about the disagreements between the BCC and the Policy Council regarding composition, impasse procedures, full delegation plan and the Policy Council elections."
- Page 5, under the Head Start report, change the sentence from "Richard Brown-Morilla commented that the CAA Board made a motion at its November meeting directing staff to respond to the recommendations of the Policy Council Ad Hoc Committee regarding possible cost saving efficiencies" to read, "Richard Brown-Morilla commented that the CAA Board approved a motion at its November meeting directing staff to respond

*Minutes – Community Action Agency Board Meeting
February 13, 2012*

to the recommendations of the Policy Council Ad Hoc Committee regarding possible cost saving efficiencies.”

- Page 5, under the Head Start report, on the last line at the bottom of the page, change the sentence from, “Mr. Fayson reported that the Issues/Self Sufficiency Committee reviewed and discussed the foreclosure item that the CAA Board originally passed in 2009”, to read “Mr. Fayson reported that the Issues/Self Sufficiency Committee reviewed and discussed the foreclosure resolution that the CAA Board originally approved in 2009.”
- Page 6, under the Issues/Self-Sufficiency report, change sentence from, “The consensus of the committee is that they are in full support of the item and recommends the drafting and adoption of a new resolution from the CAA Board that the Mayor and the Board of County Commissioners pursue action against those mortgage lending institutions that have engaged in predatory lending practices which have resulted in the foreclosure crisis”, to read, “The consensus of the committee is that they are in full support of the item and recommends the drafting and adoption of a new resolution from the CAA Board recommending that the Mayor and the Board of County Commissioners pursue legal action against those mortgage lending institutions that have engaged in predatory lending practices which have resulted in the foreclosure crisis”. In addition, change sentence from, “Mr. Brown-Morilla commented that the resolution speaks to Miami-Dade County only---not the City of Miami or any other municipality”, to read, “Mr. Brown-Morilla clarified that the resolution speaks to Miami-Dade County only---not just the City of Miami or any other municipality.”
- Page 6, under the CAA Bylaws report, change sentence from, “Richard Brown-Morilla commended Ms. Taylor-Wooten for her incredibly diligent, hard work in making the changes to the Bylaws” to read, “The entire CAA Board commended Ms. Taylor-Wooten for her incredibly diligent, hard work in making the changes to the Bylaws.”
- Page 10, change sentence to read, “She reported that the first two of the five projects the department will weatherize are public housing facilities.”

There being no further comments or corrections, the Chair called for the vote.
The motion passed with the noted corrections.

Chairperson Zubkoff then requested a motion to approve the minutes of the CAA Board special call meeting held on Monday, January 23, 2012. **Irene Taylor-Wooten moved and Lillie Williams seconded the motion to approve the minutes of the CAA Board meeting held on Monday, January 23, 2012. The motion passed unanimously.**

Chairperson Zubkoff commented that when Board members receive their agenda packages and discover that there are corrections needed to the minutes, that it

*Minutes – Community Action Agency Board Meeting
February 13, 2012*

would be appropriate for them to contact John Hatcher or Ms. Edwards via telephone or email to make the necessary corrections prior to the meeting.

Committee Reports

Executive Committee, Dr. Joyce Price, Chairperson: Dr. Joyce Price directed the Board's attention to the Executive Committee minutes of the meeting held on Monday, January 9, 2012, and requested a motion to approve the minutes. **Lillie Williams moved and Diane Benitez seconded the motion to approve the minutes of the Executive Committee meeting held on Monday, January 9, 2012.** Richard Brown-Morilla requested a correction on pages 15 through 17 under Section I, alphabetical sequence of B, C, E, F, and G should be corrected to read, A, B, C, D and E. Hearing no other corrections, the Chair called for the vote. **The motion passed unanimously.**

Finance Committee, Edward Dieguez and Delleperche Joseph, Co-Chairpersons: Edward Dieguez reported that the Finance Committee met on February 6, 2012, and took the following actions: Approved the minutes of the January 9, 2012 meeting; approved the Resolution authorizing execution of Agreements in the aggregate amount of \$1,750,000 with Hearing and Speech Center of Florida, Inc.; Speech Pathology and Educational Center, Inc.; Easter Seals South Florida, Inc.; Bionetworks, Inc.; and Integrated Rehabilitation Center, Inc., to establish a pool of qualified vendors to provide Head Start program diagnostic and therapy services, and approved the CAA Revenues and Expenditures Report for the County fiscal month ending January 31, 2012. Mr. Dieguez stated that the Committee also requested to have the Head Start Monitoring and Technical Assistance Unit at the next Finance Committee meeting to discuss how delegate agencies derive at their appraisals for their properties and the calculation method used for in-kind services. **Marie Birts moved and Lillie Williams seconded the motion to approve the Finance Committee Report.**

Richard Brown-Morilla requested under the section, Program Items for Approval on page 20, that the language in those motions as stated, "...a motion to approve the ratification of CAAB's..." be changed to read, "the motion to recommend the ratification of CAAB's...." It was also noted that the minutes reflected that the meeting was called to order at approximately 3:10 p.m. and ended at 3:20 p.m. The ending time for the meeting was corrected from 3:20 pm to 3:40 p.m. Hearing no other comments, the Chair called for the vote. **The motion passed unanimously.**

Head Start/Early Head Start (HS/EHS) Policy Council, Tonya Ferguson, Chairperson: Tonya Ferguson reported that the Policy Council held its regular meeting on Thursday, February 2, 2012, at which time the election of the remaining slate of new officers was conducted (the new officers were listed on handwritten page 64 of the agenda package). Ms. Ferguson also reported that the Policy Council ratified the election of the officers that was conducted at the January 19th meeting. Ms. Ferguson then provided a brief verbal report of the

*Minutes – Community Action Agency Board Meeting
February 13, 2012*

Policy Council's meeting that was held on February 2nd, noting that at the meeting the Policy Council heard discussion regarding the Request for Expressions of Interest (REI) and the Request for Application (RFA) process. She also stated that at that meeting she instructed the Policy Council to review the information and come prepared to provide feedback on the item at their meeting in March. Chairperson Zubkoff thanked Ms. Ferguson for the report and extended congratulatory wishes to her, on behalf of the CAA Board, on being elected as the new Policy Council Chairperson. There was some discussion regarding the REI process and the Policy Council not having taken a formal position on the REI prior to its release. After a short discussion, Ms. Ferguson stated that the Policy Council's feedback on the REI would not impact the REI process as it is already moving forward. The Council's comments would be noted for the record. **Lillie Williams moved and Diane Benitez seconded the motion to approve the Head Start/Early Head Start Policy Council minutes and verbal report. The motion passed unanimously.**

Issues/Self Sufficiency Committee, Mr. James Fayson and Marie Birts, Co-Chairpersons: Marie Birts reported that the Issues/Self-Sufficiency Committee met and had a very productive meeting discussing the Section 3 Initiative as well as issues and concerns regarding the development of the West Grove. A representative from the County's Public Housing and Community Development Department provided the committee with a presentation on the Section 3 Initiative. Ms. Birts encouraged the target area representatives to attend the Issues/Self-Sufficiency Committee meetings and stressed the importance of their participation. Mr. Fayson also stressed the importance of the community becoming more aware of the Section 3 guidelines as well as the jobs and the contracting opportunities available for residents of public housing in accordance with Section 3. Board members engaged in a discussion regarding the Section 3 issue, jobs and employment opportunities, training dollars, and the monitoring/tracking and enforcement of the continued employment of low income residents by companies. Dr. Price stated that the Section 3 issue was discussed at the Executive Committee and it was the consensus of the committee that the CAA Board resubmit a letter to the Chairman of the Board of County Commissioners (BCC) regarding adherence to the requirements. After a lengthy discussion, Chairperson Zubkoff called for a motion to approve both the minutes and the resubmission of a letter to the Chairman of the BCC regarding the Section 3 process. **Dr. Joyce Price moved and Marie Birts seconded the motion to approve the minutes of the Issues/Self Sufficiency Committee along with an addendum motion that a letter be resubmitted to the Chairman of the Board of County Commissioners on behalf of the CAA Board requesting their support with the implementation/enforcement of the Section 3 Initiative. The motion passed unanimously.**

Youth Initiatives Committee, Dr. Tonya Thomas and Dr. Santarvis Brown, Co-Chairpersons: Dr. Santarvis Brown reported that a meeting was held with Mark Zaher from Miami Dade County Public Schools (MDCPS) to discuss a collaborative partnership to host the Youth Summit. (Dr. Brown thanked Lisa

***Minutes – Community Action Agency Board Meeting
February 13, 2012***

Martinez for her assistance to make the meeting happen). Dr. Brown said that after the meeting it was clear that there is no realistic opportunity for collaboration at this present time with MDCPS. Committee members agreed to start anew, rethink and redefine what it is they want to do and bring a report to the CAA Board for consideration.

Other Business

Chairperson Zubkoff announced the activation of the CAA Board Nominating Committee in accordance with the Bylaws which state that the CAA Board Chair is to convene the Nominating Committee in February of every even numbered year. The current members of the Nominating Committee are: Dr. Joyce Price, Chairperson, Marie Birts, Nick Alvarez, Diane Benitez, and Tonya Thomas. Richard Brown-Morilla commented that he would like for Dr. Price to continue as an Executive Committee officer and recommended that she not serve on the Nominating Committee. Dr. Price accepted Mr. Brown's recommendation, thereby removing herself from the committee. Chairperson Zubkoff then read the new Nominating Committee members as follows: Marie Birts, Nick Alvarez, Diane Benitez, and Tonya Thomas. He extended an invitation to other Board members to serve on the Nominating Committee and instructed those interested to contact Julie Edwards within the next week.

II. DEPARTMENT DIRECTOR'S REPORT:

At the request of Ms. Lucia Davis-Raiford, Director, Ms. Julie Edwards, Assistant Director, provided the Board with the following status report:

- Head Start/Early Head Start Triennial Report- Overview of Findings: Ms. Edwards directed the Board's attention to the Head Start/Early Head Start Triennial Report- Overview of Findings in the agenda package on pages 88-116, and she requested that Ms. McQueen, Head Start/Early Head Start Director, provide the Board with a summary of the report.

Ms. McQueen stated that the Head Start/Early Head Start Triennial Report was received in January 2012, and is the result of an onsite monitoring review that looked at both the regular funded Head Start program and the Early Head Start program funded under the American Recovery and Reinvestment Act (ARRA). Out of a total of 1,800 standards, the Head Start program was cited for not having met 20 of the standards. In the regular Head Start program, there were 17 findings between the grantee and the delegates. Ms. McQueen stated that the report contained findings that were not discussed during the exit interview last May (2011). She assured the Board that the findings would be corrected, noting that staff has already developed a plan and time frame to address the findings, and meetings have taken place with both grantee and delegates to compile their responses, as well as to offer them corrective action assistance, if needed. She went on to report that in the Early Head Start program funded under ARRA, there were 3 findings, and these were with the

***Minutes – Community Action Agency Board Meeting
February 13, 2012***

delegates. She also provided a brief overview of the results of the Classroom Assessment Scoring System (CLASS) observation(s) conducted on both grantee and delegate agency sites. Ms. McQueen concluded her summary report by reiterating that the findings which ranged from fiscal related issues to issues related to classroom interaction can and would be corrected. One way that will be used to address the findings is to provide additional training for the monitoring staff coupled with more aggressive monitoring visits to ensure that these findings will not re-occur in the future.

Chairperson Zubkoff thanked Ms. McQueen for the summary report, and then opened the floor for questions and comments. Board members provided their comments and concerns. Questions asked ranged from: were the findings new or repeat deficiencies from previous onsite monitoring visits; will the findings of existing delegates have an impact in the selection process for those delegates responding to the Request for Applications (RFA); how often does staff conduct monitoring visits, and do the monitors provide advance notice of the sites they plan to visit. Ms. McQueen responded saying that as a result of the Western Kentucky Study, the department established a monitoring team consisting of 22 members that are solely dedicated to monitoring the Head Start program. She further stated that staff received advance notice of the grantee and delegate agency centers that would be monitored. However, with regards to the CLASS observations, she commented that the monitors can show up onsite without providing an advanced notice.

Mr. McCray expressed concern about the findings for the delegates on handwritten page 96, regarding children's behaviors during the less structured clean-up time with children crying and hitting each other, and the absence of the intervention by the teacher in the classroom. He stated that these findings are both unbelievable and unacceptable. Ms. McQueen again stated that those are some areas that will be addressed through the training of staff. One Board member requested that Ms. McQueen provide the Board with a report on the fiscal impact of this report and that a comparison be made with the prior report to see if there were any repeat offenders. Ms. Lucia Davis-Raiford, Department Director, added that with the delegation plan, the department will have a heightened responsibility for monitoring, and therefore, monitoring will be taken very seriously in order to ensure the integrity of the Head Start program.

Following Ms. Davis-Raiford's comments the discussion continued regarding the findings and how the department will address them. Richard Brown-Morilla directed the Board's attention to the top of handwritten page 102, "...however, concerns identified by the grantee 2 years ago were not consistently corrected and reflected a pervasive breakdown in the monitoring system. In addition, the grantee was unable to provide evidence of the tool used to prepare the Monitoring report for PY 2010-2011 and did not provide evidence of development of a corrective action plan or follow-up." Ms. Raiford stated that the department is aware of the finding, and re-iterated that

it will be addressed in the future by a more aggressive monitoring approach. Mr. Brown-Morilla stated that as he read this section he could not help but think how lucky the department is that the rusty nails, splinters, and sharp edges noted in the report, has not created any great wounds (injuries) to our kids. He also commented about the finding regarding the medical issue in which staff was cited for administering medicine without the doctor's directive or the parent's written approval, and again he stated that the department is lucky that the child did not have any serious adverse reactions. Dr. Price also stated that she is very concerned about some of the health issues that were cited--not washing hands, no running water at some centers and the administration of medications by staff. She also noted that 22 monitoring staff is not enough to effectively monitor the entire Head Start program. Joyce Galbut noted that as a health care administrator, the importance of the monitoring unit.

Stephanie McIntosh said that it is important for the parents to become more knowledgeable about how to access the system and that center directors and administrative staff need to attend the parent meetings to get feedback from the parents. Ms. McIntosh again raised the issue about the playground at the Arthur Mays Head Start center. Ms. McQueen advised the Board that some of these issues in the report were corrected on the spot. She again stated that staff is in the process of completing the corrective action plan and once completed, it will be shared with the Board. She noted that the areas of noncompliance cited in the report must be corrected within 120 days of the receipt of the report which is May 4, 2012; however, it is the department's intent to have the plan completed and submitted to the Office of Head Start by April 30, 2012.

- Delegation Plan to Delegate County-Operated Head Start and Early Head Start Slots: Ms. Edwards directed the Board's attention to the Delegation Plan which was presented by Ms. Lucia Davis-Raiford at the CAA Board's special call meeting on January 23, 2012, and asked if there were any questions.

Irene Taylor-Wooten asked Ms. McQueen to respond to her inquiry regarding the Early Learning Coalition Quality Counts Program saying that, "in the Delegation Plan it states that the County has to inform the Coalition when discontinuing the process. If the sites are all delegated out, and that site was in Quality Counts, will the delegate agency be required to remain in Quality Counts or can they opt out?" Ms. McQueen responded saying they can opt out because the agreement is with Miami-Dade County for a particular site---the delegate would have to renew or establish a relationship with the Early Learning Coalition for that site. Ms. Taylor-Wooten then asked, "Would it be the same thing for the University of Miami Project?" Ms. McQueen said, Yes, for the research projects the delegates would have to attend a series of meetings and enter into an agreement with the university. Ms. Taylor-Wooten concluded her inquiries by noting that the County has 31 accredited sites and asked, "If a delegate takes over one of those sites and the delegate does not have accreditation does that site lose its accreditation?" Ms. McQueen stated

*Minutes – Community Action Agency Board Meeting
February 13, 2012*

that the accreditation can not be transferred, if the delegate is not accredited and takes over one of the County-operated sites that site loses its accreditation and the delegate would have to apply on their own. Chairperson Zubkoff asked is there a way for them to apply while in transition and not lose the accreditation. Ms. McQueen said that she will research and report back to the Board.

Lisa Martinez provided clarification relating to the Delegation Plan noting that there are a lot of points that have to be transitioned. She thanked Board members for bringing the issues to the forefront. Ms. Taylor-Wooten commented about the importance of Quality Counts and asked, “If a delegate agency is taking over a Quality Counts center, is there something that can be included in their contract to state that it is expected that the delegate agency will continue with the Quality Counts Initiative?” If not, we would be going backwards because Quality Counts helps centers to move towards accreditation. Since the County is a big part of the Early Learning Coalition Quality Counts Program, we could also possibly negatively impact another entity if that statement is not included in their contract. Ms. Martinez thanked Ms. Taylor-Wooten for her input and agreed that her point was a good one. More discussion followed regarding accreditation, the delegation plan and the procurement process. Richard Brown-Morilla commented that in the contract negotiation, particularly in those centers where they are already accredited one way of advantaging unemployed staff is that we put in the contract an obligation that they affirmatively seek to maintain accreditation thereby ensuring that they would get qualified staff.

Jannie Russell, CAA Board Member representing the Opa Locka Community Advisory Committee, announced that she is the Executive Director of Teen Upward Bound and one of her agencies is reviewing the process for consideration of becoming one of the delegate agencies. She wanted to know if this was a conflict and if so, what was the protocol for removing herself from the Board. She questioned whether she should write a letter to the Board. Chairperson Zubkoff suggested that she follow-up with Ms. Davis-Raiford after the meeting to determine the best course of action regarding the matter.

- 2011-2012 CSBG FOCAS Quarterly Report – 1st Quarter: Ms. Edwards directed the Board’s attention to the 2011-2012 CSBG FOCAS Quarterly Report on handwritten pages 117-121 in the agenda package. She requested that Wanda Walker, Self Help Division Director, provide the Board with an overview of the report. Ms. Walker stated that this report is submitted to the state every quarter (this being the 1st quarter covering the period from October 1, 2011 through December 31, 2011). She explained that the report covers all of the areas of services that are offered by the Community Action and Human Services Department. The data contained in the report is collected from the Head Start, Greater Miami Service Corps, Energy Programs and Self Help Divisions to generate the quarterly report. Ms. Walker gave the Board a summary of the services provided in each of the six sections of the report.

*Minutes – Community Action Agency Board Meeting
February 13, 2012*

Chairperson Zubkoff commented that the report is a very powerful, comprehensive report card of services provided by the department. He then opened the floor for comments and questions.

Richard Brown-Morilla directed everyone's attention to handwritten page 117, Section 1.2 – Employment Supports, alphabets J, (non-emergency LIHEAP energy assistance) at 63.0% completion to date; and K, (non-emergency Weatherization energy assistance) at 71.9% completion to date. He asked if those numbers were correct. Ms. Walker stated that the numbers were correct, and that the department receives Care-to-Share dollars from Florida Power and Light for the LIHEAP program to assist customers. Chairperson Zubkoff suggested that Board members review the report, digest it and be provided with a presentation on the report at the next regularly scheduled CAA Board meeting.

Stephanie McIntosh requested clarification about the Publix gift cards that were distributed at the Self Help Goulds center, and how they are audited. She also requested clarification concerning the LIHEAP program and the late fees being added. Ms. Walker explained that the Publix food vouchers are given based on the customer's emergency need which must be documented, and that recipients must meet the poverty income guidelines. She also noted that the food vouchers are not kept at the sites, they are kept locked in a safe in the Fiscal Management Division. Ms. Regina Grace also added some clarification regarding the food voucher process.

- Head Start/Early Head Start Enrollment and Attendance Reports for January 2012: Ms. Edwards reported that the enrollment and attendance reports are required by Federal regulations, and encouraged Board members to review them.

Richard Brown-Morilla made an observation regarding a number of sites that were reporting attendance levels below the required 85% level, and asked for clarification. Mr. Brown-Morilla commented that he read the extenuating circumstances as to why the enrollment was down at some of the centers, and requested clarification on the contractual number of children that are required to be enrolled at the centers. Ms. McQueen responded saying that staff can not control the attendance, and while they make every effort to work with the families there are still times when the children are out sick or have accidents, and those factors impact the attendance record. She stated that there are some sites that do not have full enrollment. Mr. Brown-Morilla then directed the Board's attention to handwritten page 123 and requested clarification on the attendance/enrollment rate for the Miami-Dade CPH North site which was funded for 20 but the actual enrollment was 16. Ms. McQueen stated that CPH North is one of the homeless sites and the turnover rate is high.

- National Community Action Foundation (NCAF) Annual Legislative Conference, February 28-March 2, 2012 in Washington, DC: Ms. Edwards

***Minutes – Community Action Agency Board Meeting
February 13, 2012***

announced that two Board members and three key staff will attend the National Community Action Foundation Annual Legislative Conference in Washington, DC. This conference will afford them an opportunity to meet with South Florida legislators and educate them on the programs and services provided by the department to the low income residents of Miami-Dade County.

- LeJardin LEED Certified Green Head Start Facility Grand Opening, March 28, 2012 at 11:00 A.M.: Ms. Edwards directed the Board's attention to the handout regarding the upcoming grand opening ceremony of the LeJardin LEED Certified Green Head Start facility in Homestead, Florida. Congratulations were extended to Mr. Eddie Berrones and the staff of LeJardin.

Nilsa Velasquez, Executive Director of KIDCO Childcare Center, shared concerns regarding the Request for Expressions of Interest (REI). She stated that the Delegates are willing to provide Head Start services to the children in the community. However, after reviewing the REI, they have discovered that the rates are extremely low. The cost per slot rate is \$6,700 (which is the same rate it was four years ago). She noted that if you are in a County site, the REI is deducting \$400 (for the payment of the rent) for a total rate of \$6,300 (6700 - \$400). For VPK, \$900 is deducted for every eligible child; if you are in a non-county site the rate would be \$5,800 (6,700 - \$900). If you are in a County site you lose \$900 on top of the \$400 for a total of \$ \$5,400. Ms. Velasquez asked how are the delegates to continue to provide the quality of service that they are currently providing with that amount of money. And, in addition to the reduction in the rates, the administrative cost was reduced by 5%. She concluded by saying that the delegates are very concerned at this time, and she wanted to apprise the Board of their sentiments regarding the REI. She also stated that she has already forwarded letters to the Commissioners and the Mayor regarding this issue. She said that she hopes that there will be a reconsideration of the proposal.

Richard Brown-Morilla commented that at the special call meeting, Ms. Taylor-Wooten asked about the set price of the cost per slot but at that point the rate was not finalized and the Board was not advised what that amount was. He noted that the CAA Board has not had an opportunity to react to that. He went on to say the questions raised by Ms. Velasquez are powerful.

Ms. Martinez provided the Board with an overview on how the \$6,700 rate was arrived at. She stated that delegate agencies currently receive between \$5,500 to \$7,100 per child. The rates were not configured based on the time frame of the economic times; they were configured based on when delegate agencies entered into a contract with the County. She explained that there were three different time periods when the rate was maxed out at \$7,100, at 6,700 and at \$5,500, and at each time period the delegates applied for the rates either at \$7,100, \$6,700 or \$5,500. She stated that after analyzing and

conducting a comparable student FTE cost, the County did a review of what the Dade County Public School District currently receives in addition to the delegate agency's budget. She noted that the School District receives \$6,197 per child, and the County is proposing \$6,700 per child. With a VPK eligible child, delegates can receive approximately \$2,560. She also stated that the County is asking all delegate agencies to become VPK providers. Ms. Martinez went on to say that what the County is offering is \$6,700 per child as well as leveraging the VPK payment. She also addressed the administrative cost reduction noting that in the past the County has charged 15% administrative costs to the grant on top of allowing the delegates 15% administrative costs. The cap in the federal grant is 15% and when you charge 15% to the County and 15% to the delegates it exceeds the cap by 15%. Ms. Martinez stated that the County thought it important to first look in-house and determine administrative cost internally (as the grantee the County would still run the program providing oversight and monitoring). For FY 2013 the County will be at 5% administrative costs, and because the delegates will be providing the direct services to the children they will be given the latitude of 10% administrative costs. Ms. Martinez stated that with full delegation, it is clear that reform is necessary on a variety of different fronts. She concluded by saying that she will be meeting with all of the delegate agencies that are currently providing services to the County on Wednesday, February 15, 2012 at 12:00 p.m. at the Overtown Transit Village North building, 9th Floor so that they are clear on how the policies evolved. Ms. Martinez stated that she will provide an update to the Board at the next meeting.

- Summer Food Service Program Announcement: Ms. Edwards directed the Board's attention to the media advisory announcing that the Community Action and Human Services Department is accepting applications for organizations to participate in the Summer Food Service Program. Applications are being accepted from February 13, 2012 to 5:00 pm EST on April 30, 2012. Applications are available on the Miami-Dade County web portal at www.miamidade.gov/caa.

Ms. Edwards concluded her report by encouraging Board members to read the division reports in the agenda package.

III. ANNOUNCEMENTS

Marjorie York announced that March is National Women's History Month and the Miami Beach Commission for Women is hosting "Women Worth Knowing" on Tuesday, March 6, 2012 from 6:00 p.m. to 8:00 p.m. at the Dream hotel, located at 11th Street and Collins Avenue. The honorees are Sherry Roberts and Elsa Urquiza. The event is free and open to the public.

*Minutes – Community Action Agency Board Meeting
February 13, 2012*

IV. ADJOURNMENT

Chairperson Zubkoff thanked everyone for their attendance at the meeting, he wished everyone a Happy Valentine's Day, and then requested a motion to adjourn. Mr. McCray made a motion which was seconded by Ms. Birts that the meeting be adjourned. The meeting was adjourned at approximately 6:33 p.m.

Recorded by: John Hatcher, Secretary, CAHSD

Dr. William Zubkoff, CAA Board Chair

Date

James Fayson, CAA Board Secretary

Date